CCM/CONF/2015/5

# Review Conference of States Parties to the Convention on Cluster Munitions

8 July 2015

Original: English

**First Review Conference**
**Dubrovnik, 7 – 11 September 2015**
Item 10 of the provisional agenda
**Dates, duration and location of future meetings**

## Estimated costs of the Sixth Meeting of States Parties of the Convention on Cluster Munitions

### Note by the Secretariat

1. The First Review Conference of the Convention on Cluster Munitions, held in Dubrovnik, Croatia, from 7 to 11 September 2015, decided to convene a [four days] Sixth Meeting of States parties in [2016] [2017] in [Geneva].

2. The present document is submitted pursuant to the above-mentioned decision of the First Review Conference and provides estimated costs in the amount of US$ 228,700 for convening the meeting. A breakdown of the costs is provided in the table at the end of the document.

3. It should be noted that the costs are estimated on the basis of past experience and anticipated workload. The actual costs will be determined after the closure of the meeting and the completion of related work, with all relevant expenditures recorded in the accounts. At that time, any adjustments in contributions by the participants sharing the costs will be determined accordingly.

4. With regard to the financial arrangements, it will be recalled that, in accordance with the practice followed on the occasion of multilateral disarmament conferences and related meetings, and as reflected in article 14 of the Convention, the costs are shared among the States parties and observer States participating in the meetings, based on the United Nations scale of assessment pro-rated to take into account the number of States participating in the meetings.

5. Subject to the approval of the States parties of the estimated costs and cost-sharing formula, assessment notices will be prepared based on the overall estimated costs and applicable cost-sharing formula. Since the above-mentioned activities shall have no financial implication for the regular budget of the Organization, High Contracting Parties should proceed with the payment of their share of the estimated costs as soon as assessment notices have been received.

GE.15-11543 (E)

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**Title of session:** Sixth Meeting of the States Parties to the Convention on Cluster Munitions
**Dates to be held:** Location Geneva (to be confirmed)* September 2016 or 2017 (TBD) (4 days without summary records)

| Conference-servicing items | Meeting Servicing ** $ | Pre-session documentation ** $ | In-session documentation ** $ | Summary records ** $ | Post-session documentation ** $ | Support Services requirements ** $ | Other requirements ** $ | Total ** $ |
|---|---|---|---|---|---|---|---|---|
| Interpretation and meeting servicing | 77,600 | | | | | | | 77,600 |
| Translation of documentation | | 68,300 | 17,300 | | 20,900 | | | 106,500 |
| Support Services requirements[1/] | | | | | | - | 3,200 | 3,200 |
| Other requirements[2/] | | | | | | | 39,100 | 39,100 |
| Total | 77,600 | 68,300 | 17,300 | - | 20,900 | - | 42,300 | 226,400 |

** - at US$ 1=CHF 0.949

| | |
|---|---|
| A. Total conference-servicing requirements (inclusive of 13% programme support costs) | 226,400 |
| B. Non-conference-servicing requirements: | |
| *1. Equipment and Supplies* | 2,000 |
| *Sub-total:* | 2,000 |
| *Programme support costs @ 13% of B* | 300 |
| *Total B:* | 2,300 |
| Grand total (rounded) A+B: | 228,700 |

**Should a State party to the Convention indicate interest to host the meeting, the cost estimate will be revised accordingly.*

*1/ Sound technician/recording (2 x 4 days) $3,200*

*2/ Documents control officer (1 x 4 days) $1,700; Documents distribution officer (1 x 4 days) $1,700; rental of computer, printer and flash recorder for 4 days $100; GS(OL) General temporary assitance for 30 days $8,700; Dedicated assistance provided for accounting services and administration of financial resources $26,900.*